

<b>REQUEST FOR COUNCIL ACTION</b> CITY OF SAN DIEGO				CERTIFICATE NUMBER (FOR COMPTROLLER'S USE ONLY)	
TO: CITY COUNCIL		FROM (ORIGINATING DEPARTMENT): Planning		DATE: 4/7/2015	
SUBJECT: Approval of Four As-Needed Planning Consultant Agreements with AECOM, Dyett & Bhatia, PlaceWorks, and RRM Design Group.					
PRIMARY CONTACT (NAME, PHONE): Melissa Garcia, (619) 236-6173 MS 413			SECONDARY CONTACT (NAME, PHONE): Brian Schoenfisch, (619) 533-6457 MS 413		
COMPLETE FOR ACCOUNTING PURPOSES					
FUND	100000	100000	100000	100000	
FUNCTIONAL AREA					
COST CENTER	1619000014	1619000014	1619000014	1619000014	
GENERAL LEDGER ACCT	512059	512059	512059	512059	
WBS OR INTERNAL ORDER					
CAPITAL PROJECT No.					
AMOUNT	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	0.00
FUND					
FUNCTIONAL AREA					
COST CENTER					
GENERAL LEDGER ACCT					
WBS OR INTERNAL ORDER					
CAPITAL PROJECT No.					
AMOUNT	0.00	0.00	0.00	0.00	0.00
COST SUMMARY (IF APPLICABLE):					
ROUTING AND APPROVALS					
CONTRIBUTORS/REVIEWERS:		APPROVING AUTHORITY	APPROVAL SIGNATURE	DATE SIGNED	
		ORIG DEPT.	Tomlinson, Tom	04/09/2015	
		CFO			
		DEPUTY CHIEF			
		COO			
		CITY ATTORNEY			
		COUNCIL PRESIDENTS OFFICE			
PREPARATION OF:		<input checked="" type="checkbox"/> RESOLUTIONS	<input type="checkbox"/> ORDINANCE(S)	<input type="checkbox"/> AGREEMENT(S)	<input type="checkbox"/> DEED(S)
1. Authorizing the Mayor, or his designee, to execute, the As-Needed Consultant Agreement with AECOM for planning services in an amount not to exceed \$2,125,000 over the 5-year term of the Agreement; 2. Authorizing the Mayor, or his designee, to execute, the As-Needed Consultant Agreement with Dyett & Bhatia for planning services in an amount not to exceed \$2,125,000 over the 5-year term of the Agreement; 3. Authorizing the Mayor, or his designee, to execute, the As-Needed Consultant Agreement with PlaceWorks for planning services in an amount not to exceed \$2,125,000 over the 5-year term of the Agreement; 4. Authorizing the Mayor, or his designee, to execute, the As-Needed Consultant Agreement with RRM Design Group for planning services in an amount not to exceed \$2,125,000 over the 5-year term of the					

Agreement;

5. Authorizing the Chief Financial Officer to expend a minimum amount of \$4,000 but up to \$8,500,000 from Fund 100000 for the purposes of executing the above Agreement contingent upon the City Comptroller first furnishing one or more certificates demonstrating that funds necessary for the expenditure are, or will be, available in the City Treasury.

STAFF RECOMMENDATIONS:

SPECIAL CONDITIONS (REFER TO A.R. 3.20 FOR INFORMATION ON COMPLETING THIS SECTION)

COUNCIL DISTRICT(S):	All
COMMUNITY AREA(S):	All
ENVIRONMENTAL IMPACT:	Executing the contracts with AECOM, Dyett & Bhatia, PlaceWorks, and RRM Design Group are exempt from CEQA pursuant to state CEQA guidelines Section 15262.
CITY CLERK INSTRUCTIONS:	

**COUNCIL ACTION  
EXECUTIVE SUMMARY SHEET  
CITY OF SAN DIEGO**

DATE: 4/7/2015

ORIGINATING DEPARTMENT: Planning

SUBJECT: Approval of Four As-Needed Planning Consultant Agreements with AECOM, Dyett & Bhatia, PlaceWorks, and RRM Design Group.

COUNCIL DISTRICT(S): All

CONTACT/PHONE NUMBER: Melissa Garcia/(619) 236-6173 MS 413

**DESCRIPTIVE SUMMARY OF ITEM:**

The Planning Department requests approval of Four (4) As-Needed Consultant Agreements with AECOM, Dyett & Bhatia, PlaceWorks, and RRM Design Group and authorization to expend funds for planning services on an as-needed basis.

**STAFF RECOMMENDATION:**

**EXECUTIVE SUMMARY OF ITEM BACKGROUND:**

The Planning Department conducted a competitive process, in accordance with the City's contracting practices. AECOM, Dyett & Bhatia, PlaceWorks, and RRM Design Group were selected by Planning Department staff to provide planning services to the department, given their extensive experience in community planning. These five year agreements will assist the Planning Department with community plan updates and planning studies.

The City of San Diego Planning Department is responsible for long range planning throughout the City, including comprehensive community plan updates, focused community plan updates and community plan clean-ups. The Planning Department is routinely the recipient of grant funds and receives funding from the City of San Diego's general fund. These four agreements will allow the Planning Department to retain a consultant firm to work on projects as soon as funds become available. Currently, the practice for retaining a consultant firm entails either issuing a request for proposal (RFP) to solicit interest from consultant firms or using the Consultant Rotation list for each specific project, evaluating all the firms, and going through the approval process. The aforementioned process is lengthy and time consuming. Entering into these four agreements will add another option for using consultant services where the Planning Department would issue an administrative task order to either AECOM, Dyett & Bhatia, PlaceWorks, or RRM Design Group, thereby improving the efficiency of the department.

The proposed planning services to be conducted by AECOM, Dyett & Bhatia, PlaceWorks, and RRM Design Group include, but are not limited to the following:

- Develop future land use scenarios
- Prepare CEQA documents and associated technical studies
- Conduct market assessments
- Conduct historic preservation services
- Conduct financial feasibility analysis
- Prepare additional technical studies as needed

To ensure contract performance, project staff will establish task orders that will identify specific tasks and deliverables, firm schedules, and not to exceed budgets.

**FISCAL CONSIDERATIONS:**

These as-needed contract agreements provide for compensation in accordance with an hourly fee schedule or negotiated lump sum for each specific task authorized by the Planning Department. The maximum contract amount over the five year agreement is \$8,500,000. Other than the guaranteed minimum award of \$4,000, funds are not to be encumbered or expended until such time as specific projects are identified and City Comptroller first furnishes a certificate demonstrating that the necessary funds are, or will be on deposit with the City Treasury.

**EQUAL OPPORTUNITY CONTRACTING INFORMATION (IF APPLICABLE):**

This agreement is subject to the City's Equal Opportunity Contracting (San Diego Ordinance No. 18173, Section 22.2701 through 22.2708) and Non-Discrimination in Contracting Ordinance (San Diego Municipal Code Sections 22.3501 through 22.3517).

**PREVIOUS COUNCIL and/or COMMITTEE ACTION** (describe any changes made to the item from what was presented at committee):

**COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS:**

Public outreach for projects completed under these contracts will be completed on a project by project basis and included in the task order detail.

**KEY STAKEHOLDERS AND PROJECTED IMPACTS:**

Citizens of the City of San Diego, AECOM, Dyett & Bhatia, PlaceWorks, and RRM Design Group.

Tomlinson, Tom

Originating Department

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Deputy Chief/Chief Operating Officer